

Summer Food Service Program Training

Date of Training:

Type of Training (circle one):

Administrative (bookkeeper, director, monitors, etc.)

Operational (site personnel, cooks, servers, etc.)

Presenter(s):

Topics Covered (or attach agenda):

Administrative <input type="checkbox"/> Review of Program <input type="checkbox"/> Site Eligibility/Activities <input type="checkbox"/> Record Keeping Requirements <input type="checkbox"/> Reimbursement Process <input type="checkbox"/> Site Monitoring Procedures <input type="checkbox"/> Non-discrimination Policies/Civil Rights <input type="checkbox"/> Other (please list): 	Operational <input type="checkbox"/> Review of program <input type="checkbox"/> Site Eligibility/Activities <input type="checkbox"/> Menu Planning <input type="checkbox"/> Meal Service Requirements <input type="checkbox"/> Recordkeeping Requirements <input type="checkbox"/> Health and Sanitation <input type="checkbox"/> Site Monitoring <input type="checkbox"/> Non-discrimination Policies/Civil Rights <input type="checkbox"/> Special Dietary Needs <input type="checkbox"/> Other (please list):
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Attendees (please sign-in):

Signature	Job Title or Function	Name of Site

ATTACHMENT 28

Tab 6: Training

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